

# San Mateo-Foster City School District Minutes

## REGULAR MEETING~BOARD OF TRUSTEES

November 14, 2019, 6:30 PM

1170 Chess Drive

Foster City, CA 94404

### 1. CALL TO ORDER: 5:00 PM

### 2. RECESS TO CLOSED SESSION

**2.1. Conference with Legal Counsel - Anticipated litigation: Initiation of litigation pursuant to Subdivision (d)(4) of GOVT. CODE Section 54956.9: (1 case).**

**2.2. GOVT. CODE 54957 - Public Employee Discipline/Dismissal/Release.**

**2.3. Public Employment - Hearing on Complaint Per AR 4080. If these discussions are not completed before 6:30 p.m., the Closed Session will continue following the regular meeting.**

### 3. RECONVENE TO REGULAR MEETING

The Regular Board meeting started at 6:32 pm.

#### 3.1. Report out of Closed Session

Nothing reported out of Closed Session.

#### 3.2. Flag Salute

The Flag Salute was led by Isaac and Aaron Sanchez of Bayside Academy.

#### 3.3. Roll Call

All Board Members were present:

Kenneth Chin

Noelia Corzo

Rebecca Hitchcock

Audrey Ng

Shara Watkins

#### 3.4. Approval of Agenda: November 14, 2019 (v)

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Rebecca Hitchcock.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Yes Shara Watkins

#### 3.5. Approval of Minutes (v)

##### 3.5.1. October 24, 2019 - Regular Board Meeting

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Noelia Corzo.

Yes Kenneth Chin

Yes Noelia Corzo

Yes Rebecca Hitchcock

Yes Audrey Ng

Yes Shara Watkins

##### 3.5.2. October 24, 2019 - Special Board Meeting - Study Session

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Rebecca Hitchcock  
Yes Audrey Ng  
Yes Shara Watkins

### **3.5.3. October 29, 2019 - School Visitations**

**Motion Passed:** Passed with a motion by Kenneth Chin and a second by Noelia Corzo.

Yes Kenneth Chin  
Yes Noelia Corzo  
Abstain Rebecca Hitchcock  
Abstain Audrey Ng  
Yes Shara Watkins

## **4. RECOGNITION**

### **4.1. Recognition of Board Member for her Service to the District**

The Board of Trustees recognized Trustee Ng for her service as this was her last Board meeting before the end of her term with the District.

Trustee Watkins described it as a bitter-sweet farewell and noted that Trustee Ng will be missed tremendously for her commitment to the District, her experience, patience, and sense of stability.

Trustee Hitchcock echoed Trustee Watkins and thanked Trustee Ng for her guidance.

Trustee Corzo stated that she was sad to see Trustee Ng go and that she will miss her genuine care and help as she has been a constant leader for the Board.

Trustee Chin also thanked Trustee Ng for the work done in the District. He echoed his colleagues and expressed his gratitude for helping the new Board get up to speed.

Dr. Rosas appreciated Trustee's Ng kindness and love for children and the support and expertise that she shared with her fellow members and the Superintendent.

The Board presented Trustee Ng with flowers and gifts.

Catherine Manhanpour, Foster City Council Member, presented a proclamation to Trustee Ng for her work in the community and eight years of service in the District. She read the proclamation aloud.

Elmer Martinez, Representative from Jerry Hill's office, presented a Resolution on behalf of Senator Jerry Hill and Assembly Member Kevin Mullin.

Cynthia Simms, former Superintendent of this District, gave special thanks to Trustee Ng and shared her thoughts on the time she worked with her on the Board and as Superintendent.

Sue Olinger, CSEA Chapter 411 President, thanked Trustee Ng for her eight years of service to the District, shared anecdotes and expressed appreciation for her support.

Trustee Ng stated that we should live our lives the way we want to be remembered. She felt fortunate to have worked with colleagues who put children in the forefront and thanked everyone, including her husband for his support, for the eight years of her service with the District on behalf of the children.

The Trustees took a short break.

## **5. STATEMENTS**

### **5.1. Public Statements Related to Non-agenda Topics:**

Jocelyn Perlow, Program Specialist, expressed her gratitude to the District for supporting inclusion practices. She shared that last month she attended an inclusion conference and came back with valuable resources and ideas that have been introduced to the sites and District Office. She cited

examples of how sites are increasing collaboration to provide more inclusive practices and planning the next steps for their sites. She also appreciated the District providing a Professional Development Day (PD Day) on September 20, 2019 for Para Educators that included inclusion, behavior support, curriculum support, and communication language. She felt that the PD Day was valuable and that Para Educators were excited and passionate about what they had learned.

## **5.2. Public Statements Related to Agenda Items: Persons will be called on at the appropriate time**

### **5.3. Foundation/Committee Reports**

Trustee Ng reported that The San Mateo-Foster City Education Foundation (Ed Foundation) is conducting an outreach for the Read-a-Thon that is scheduled for January - February 2020 and that more information will be sent out in the Wednesday envelope with students to all the families. She also shared that the Run2Fund 10K will be on Memorial Day in May 2020. In addition, the Ed Foundation is also exploring ideas for doing a Gala Night. More information to come.

Trustee Ng also reported that the DAC/DELAC met and the group reviewed the District's Administrative Regulation regarding parent involvement and selected a chair and vice chair.

Trustee Chin reported that the Home Room Committee met on November 14 and discussed housing for educators and the AB48 State funding recently signed by Governor Newsom. He expressed concerns with the potential loss of property tax revenue from the revised state's tax-cutting Proposition 13. He felt that this is something that needs further discussion along with Developer Fees.

Trustee Corzo reported that the Equity Networking Study Group through the San Mateo County School Board's Association met last week where they focused on equity work in districts and building relationships.

Trustee Watkins attended the San Mateo City Council meeting with Trustee Chin and Superintendent Rosas. In attendance were Councilmember Eric Rodriguez and City Manager Drew Corbett. She reported that she and Trustee Chin gave an update on Measure X projects, talked about Developer Fees around transit areas, its impact, and how to support the schools.

Trustee Watkins also reported that over 40 families attended the Special Education District Advisory Committee (SEDAC) meeting. She thanked Assistant Superintendent of Student Services Dr. Sarah Drinkwater and her team for their outreach and well planned meeting. She shared that two parents volunteered to serve as co-chairs and that they discussed team building, ideas such as creating a handbook for Special Education parents, setting up a parent conference and how to update parents on processes, audit findings, and identification of needs.

She also stated that the Equity Task Force met, reflected on the direction of the team, discussed the reorientation of the group and next steps. The group then divided into sub-groups to review needs in the areas of staffing, LGBTQ+, and academic programing. In addition, an ETF Leadership group was formed to help guide the work and set future agendas.

Trustee Corzo reported that the Labor Management Initiative met on November 13. She noted that at the meeting they shared thoughts, discussed the work accomplished, decision making, and the purpose of LMI, which highlighted communication, collaboration and shared-decision making. They also received updates from the District on the New School in Foster City, the Equity Task Force, Special Education, SEDAC, Montessori Programs, and Kindergarten Committee. The next LMI meeting will be on January 8, 2020.

### **5.4. Announcements**

Trustee Watkins noted that Amourence Lee was appointed by the San Mateo City Council to fill a vacant Council seat and that she is looking forward to working with her.

## **6. PROPOSED CONSENT AGENDA (v)**

Dr. Rosas requested to remove from the Consent Agenda Board Items 6.1.1. and 6.1.2 as Legal Council had not reviewed the agreements for these two items yet.

Approve Consent Agenda excluding Board Items:  
6.1.1. MidPen Resident Services Data-Sharing Agreement  
6.1.2. New Teacher Center

**Motion Passed:** The revised Consent Agenda passed with a motion by Audrey Ng and a second by Noelia Corzo.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Rebecca Hitchcock  
Yes Audrey Ng  
Yes Shara Watkins

## **6.1. EDUCATION/STUDENT SERVICES**

**6.1.1. MidPen Resident Services Data-Sharing Agreement**

**6.1.2. New Teacher Center**

## **6.2. BUSINESS/FINANCE**

**6.2.1. Abbott New Gymnasium and Classrooms Project - Smith- Emery San Francisco Inc. - Amendment No. 1**

**6.2.2. Bowditch Middle School - Sewer Lift Station Replacement - Change Order No. 2**

**6.2.3. Bowditch Middle School - Notice of Completion - Sewer Lift Station Replacement - MK Pipelines**

**6.2.4. Parkside Elementary School - Restroom Portable - Notice of Completion - Systems Plumbing**

**6.2.5. Parkside Elementary School/Foster City Pre-School - Notice of Completion - Anza Engineering**

**6.2.6. MOU Between the City of Foster City and San Mateo-Foster City School District/Audubon Elementary School for Use of Outdoor Educational Space at Killdeer Park (v)**

**6.2.7. New School in Foster City - Overra Change Order No.001**

**6.2.8. County Investment Report - Quarter ending September 30, 2019**

**6.2.9. Contracts & Consultants \$45,000 and Under**

**6.2.10. Listing of Payments to Meet District Expenditures**

**6.2.11. Resolution No. 11/19-20 - Surplus Equipment**

**6.2.12. Gifts Presented to the Schools**

## **6.3. HUMAN RESOURCES**

**6.3.1. Assignments Noted for Individuals Listed**

**6.3.2. Resignations, Releases, and/or Retirees**

## **7. SUPERINTENDENT SERVICES/BOARD**

### **7.1. Use of Measure V Funds**

Dr. Rosas stated that the San Mateo- Foster City School District passed Measure V on November 6, 2018 providing a consistent and reliable source of revenue that annually generates approximately \$10 million for 9 years for the purpose of:

- Attracting and retaining excellent teachers and staff
- Providing outstanding reading, writing, math and science programs
- Enhancing programs including science, technology, engineering and math
- Supporting art, drama and music programs.

She discussed the allocation of the \$10 million and stated that \$5 million has been allocated to address the deficit and retain programs, \$2 million is being used for negotiated staff compensation leaving \$3 million that can be used for any of the above listed areas.

Dr. Rosas compiled a list of recommendations from each School Site Council and suggested that the Labor Management Team review the list of recommendations and determine which should be prioritized.

The Trustees concurred with the idea of asking the Labor Management Team to review the list and bring a recommendation to the Board.

**Public Comment:**

Randi Paynter appreciated the comments made by the Trustees about representation and equity. She stated that is important to have a conversation and a debrief about the Measure V campaign on what worked and what didn't work as was done for Measure Y. She thought that this review would be useful for accountability to the public and accountability of the funds.

**7.2. Global Adoption of the San Mateo-Foster City School District's Policies and Administrative Regulations (v)**

Dr. Rosas presented the global adoption of the District's Policies and Administrative Regulations (AR) and noted that these were last reviewed, updated, and approved in one motion in 2014. She added that currently, many of the policies have changed and there were compliance issues. She shared that the presented set of District's Policies and ARs have been reviewed and revised with guidance and support from the legal team at the California School Boards Association (CSBA). She shared that it took several months to update them and thanked her Cabinet for their work. She also shared that the District is starting a new process of reviewing the Policies and ARs on a quarterly basis to include new compliance items. Any recommended changes will come to the Board for review and approval throughout the year. She recommended the Board adopt this updated set and move forward with quarterly reviews.

Trustee Ng noted that Board policies and ARs are adopted annually and agreed with the global adoption of the set presented to them.

Trustee Chin noted that it took several Governance meetings and extensive review to bring forward this set of policies and ARs and agreed with adopting a quarterly review process to stay up to date with any changes.

Trustee Corzo also approved the quarterly review process. She requested footnotes when changes are made. Dr. Rosas noted that the District keeps records of all policies that have been adopted and that they are maintained in archives at the District Office. She reminded the Trustees that the District can create it's own policies and gave an example of a most recent District written policy with the assistance of Legal Council around LED lights in illuminated signs. Dr. Rosas further explained that a policy for Cultural Pluralism adopted in 1975 is currently under review by the ETF and it will be included in the ETF presentation.

Trustee Watkins agreed with the global adoption. She noted that she would like some of the policies and ARs be brought forward for review now such as the Magnet Policy and Cultural Pluralism Policy. She also asked about creating preschool policies if there aren't any already in place.

Trustee Corzo asked if a CSBA Equity policy would be in addition to the one that the District already has in place. Dr. Rosas responded that the Equity policy has been adopted and that it will be uploaded electronically.

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE DISTRICT'S POLICIES AND ADMINISTRATIVE REGULATIONS AS PRESENTED. Passed with a motion by Audrey Ng and a second by Kenneth Chin.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Rebecca Hitchcock  
Yes Audrey Ng  
Yes Shara Watkins

**8. EDUCATION/STUDENT SERVICES**

**8.1. School Plans for Student Achievement (SPSA) (v)**

Principal Nima Tahai from Parkside Montessori School and Pam Bartfield, Director of Curriculum and

Instruction presenting on behalf of Principal Dr. Rosemary Wood from North Shoreview Montessori School, shared their School Plans for Student Achievement (SPSA). David Chambliss, Assistant Superintendent of Educational Services noted that this presentation was the last of the SPSA series and recommended their approval.

The Trustees appreciated the focus on math at NSM and the analysis, commitment and strategic engagement with stakeholders at Parkside Montessori School

**Motion Passed:** IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES RECEIVE INFORMATION AND APPROVE THE SCHOOL PLANS FOR STUDENT ACHIEVEMENT (SPSA) FOR PARKSIDE AND NORTH SHOREVIEW MONTESSORI SCHOOLS. Passed with a motion by Audrey Ng and a second by Noelia Corzo.

Yes Kenneth Chin  
Yes Noelia Corzo  
Yes Rebecca Hitchcock  
Yes Audrey Ng  
Yes Shara Watkins

### **8.2. San Mateo-Foster City School District Enrollment Update 2019**

Dr. Drinkwater gave a District Enrollment update for the 2019-2020 school year and noted that each school year a projection of student enrollment is made based on information the District receives from our demographer and Coordinator of Enrollment. She noted that this is needed in order to assist with determining staffing, facilities, and inclusion in the Board assumptions for budgetary purposes.

The Trustees thanked Dr. Drinkwater for the presentation. They were concerned about any change in Developer's Fees as schools in our District will be impacted with increased housing projects. Dr. Rosas said that she would follow up with the other Superintendents in the County. The Trustees also wondered if the number of special education students in the District could be added in future updates.

#### **Public Comments:**

Randi Paynter agreed that she would like to see Special Education Student data be added to the enrollment report and have the Equity Task Force focus on reviewing policies and reports with an equity lens.

## **9. BOARD MEMBER STATEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

Trustee Ng reminded the Board to be persistent and patient with developer projects.

Trustee Chin thanked Trustee Ng for her comment and shared that the Home For All San Mateo County Committee met on November 14 where they discussed educator housing and resources. He also noted that this year he was working on Education Day for Leadership, a program that educates future leaders. He felt that it was a very valuable program and applications will be available for next year. He encouraged everyone to participate and offered information to anyone interested. He also reflected on an incident involving a resident who lived near Borel Middle School and thanked Dr. Rosas and her team for exercising the required Shelter in Place well. He wished everyone a Happy Thanksgiving and, again, thanked Trustee Ng for everything she has done for the District.

Trustee Hitchcock wished Dr. Rosas a happy birthday and requested to add a Measure V debrief to a future agenda.

Trustee Watkins shared that she attended an Urban Schools Conference in Chicago. She felt that there were lessons learned that could be used on our District. She wished Dr. Rosas a happy birthday and thanked Trustee Ng for her service and for being a calm, stable and steady Trustee. She wished everyone a wonderful Thanksgiving break.

## **10. SUPERINTENDENT REPORT AND FUTURE MEETING DATES**

Dr. Rosas wished Trustee Ng well and wished everyone a Happy Thanksgiving. She pointed out that the enrollment report was a presentation of the CBED report which encompasses only the items that were shared in the presentation this evening.

Dr. Rosas read the list of future meeting dates:  
Federal Program Monitoring begins next week.

November 18, 2019	7:00 pm	SMFCSD Education Foundation
November 19, 2019	8:30 am	Coffee Chat at Bowditch
November 19, 2019	7:00 pm	Equity Task Force
November 21, 2019	6:30 pm	Coffee Chat at Abbott
November 26, 2019	8:30 am	Coffee Chat at Borel
December 4-7, 2019		CSBA Conference
December 19, 2019	6:30 pm	Board Meeting

--> There are no school visitations or PTA Council meetings scheduled for the month of December 2019.

## 11. ADJOURNMENT

### 11.1. Adjournment (v)

The Regular Board Meeting adjourned at 8:40 p.m.

**Motion Passed:** Passed with a motion by Audrey Ng and a second by Noelia Corzo.

Yes     Kenneth Chin  
Yes     Noelia Corzo  
Yes     Rebecca Hitchcock  
Yes     Audrey Ng  
Yes     Shara Watkins

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Board Secretary

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Date